



Request for Committee Action from the Office of City Clerk

Date: October 18, 2012

To: Robert W. Lilligren, Chair
Committee of the Whole

Subject: DRAFT 2013 City Council & Standing Committees Calendar

Recommendation: (1) Approve the 2013 City Council & Standing Committees Calendar;
(2) Direct the City Clerk to post the 2013 City Council & Standing Committees Calendar, in final form, in appropriate places as a notice of regular meetings; and
(3) Authorize the City Clerk to incorporate changes to the 2013 City Council & Standing Committees Calendar, as necessary, to accommodate the work of the City Council.

Prepared by: Casey Joe Carl, City Clerk 612/673-2216

Approved by: Robert W. Lilligren, Vice-President of City Council

Presenters in Committee: Casey Joe Carl

Background: The City Council annually adopts a schedule detailing the dates and times of the regular meetings of its standing committees and of the full Council, which serves as a notice of such meetings, pursuant to Minn. Stat. 13D.04, subd. 1. The official calendar is maintained by the Office of City Clerk; copies are posted in City Hall and via the City's website for public access, and copies are available to interested persons via the Clerk's Office upon request.

The 2013 calendar was drafted using the same guidelines and long-standing practices followed in preparing calendars in previous years. For 2013, the following modifications have been incorporated in the proposed calendar:

1. Regular meeting dates and times for the Ways & Means/Budget Committee have been set for Tuesdays at 1:30 p.m. in the second week of the established two-week cycle; and
2. A one-week cycle has been programmed for January 7-11 and December 9-13 – during both timeframes the full cycle of committee meetings will be compacted into a single week.

Supporting Information: A copy of the DRAFT 2013 City Council & Standing Committees Calendar is attached for reference.